



Australian Government

Department of Infrastructure, Transport,
Regional Development, Communications and the Arts

Indigenous Visual Arts Industry Support (IVAIS) Program Open Competitive Grant Guidelines

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Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Enquiries:	If you have any questions, please contact the Indigenous Visual Arts Industry Support (IVAIS) team via email at ivais@arts.gov.au or via phone on 1800 006 992
Date guidelines released:	4 December 2023
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1. Indigenous Visual Art Industry Support (IVAIS) Program - Open Competitive Grant Opportunity overview

The IVAIS grant opportunity (IVAIS or the program) is part of the Australian Government's Arts and Cultural Development Program that supports participation in, and access to, Australia's arts and culture through developing and supporting cultural expression. The department works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#).



The IVAIS grant opportunity opens

We publish the grant guidelines on the Australian Government's GrantConnect at www.grants.gov.au.



Open Competitive grant application process

Organisations, including any currently funded through the program, can apply for new or additional grant funds for up to two years through an annual Open Competitive process. Grant applications are submitted online through SmartyGrants. Follow the application link and fill out the online application form.



We assess the eligibility of all grant applications

We assess applications against the eligibility criteria and notify you if you are not eligible.



All eligible applications are assessed

All eligible applications are assessed against the assessment criteria, on past performance where applicable, and against other applications, including an overall consideration of value with money.



We make grant recommendations

We provide advice to the decision maker on the merits of each application.



Grant decisions are made

The decision maker determines which applications are successful.



We notify you of the outcomes

We will advise you in writing of the outcome.



We enter into a grant agreement

We will enter into a grant agreement with you if your application is successful. The type of agreement is based on the nature of the grant and is proportional to the risks involved.



Delivery of grant

You will undertake the grant activity as set out in your grant agreement. We manage the grant by monitoring progress and making payments.



Evaluation of IVAIS

We evaluate the specific grant activity and the IVAIS program as a whole. We base this on information you provide to us and that we collect through various sources.

1.1 Introduction

These guidelines contain information for the **IVAIS Open Competitive Grant Opportunity**. You must read these guidelines before applying for an IVAIS grant.

This document sets out:

- the purpose of the grant opportunity
- the eligibility and assessment criteria
- how applications are considered and selected
- how applicants are notified
- how the grant is paid
- how activities will be monitored and evaluated
- responsibilities and expectations in relation to the grant opportunity.

2. About the Grant Program

Revive and Policy Context

The Australian Government is committed to recognising, respecting, and investing in the crucial place of First Nations stories at the centre of Australia's arts and culture. In 1992, the Arts and Crafts Industry Support Strategy, administered by the former Aboriginal and Torres Strait Islander Commission, was established. In 1995, it was renamed as the National Arts and Crafts Industry Support program and in 2004, was transferred to the Arts Portfolio. In 2012, it was renamed the Indigenous Visual Arts Industry Support (IVAIS) Program and since 2015-16 has included funding for the employment of Indigenous arts workers.

The IVAIS program is part of the First Nations First pillar in the Australian Government's landmark National Cultural Policy - *Revive*: a place for every story, a story for every place. The Australian Government has committed to continue investing in First Nations art centres and pivotal industry organisations through the IVAIS program to benefit First Nations communities. *Revive* is available at [National Cultural Policy—*Revive*: a place for every story, a story for every place](#).

The intended outcomes of the IVAIS program are:

- a professional, viable and ethical Indigenous visual arts industry that features strong participation and provides economic opportunities for Aboriginal and Torres Strait Islander people; and
- the continued production, exhibition, critique, purchase and collection of Indigenous visual art.

The IVAIS program now invests over \$27 million per annum. This includes additional funding of \$5 million per annum through the IVAIS program from 2021 to 2025 to implement the *National Indigenous Visual Arts Action Plan* including to:

- improve the amenity and working conditions of Indigenous art centres;
- increase access for Aboriginal and Torres Strait Islander artists to national and international markets and expand those markets, including through art fairs; and
- build the capacity of Indigenous art centres to operate effectively in regional and remote locations.

The additional support will also improve access to digital infrastructure and capacity for Indigenous visual art centres and support the national rollout of digital labelling for artworks and products.

The IVAIS program is underpinned by [Indigenous Art Centre Framework](#). The Indigenous Art Centre Framework outlines a cooperative structure for art centres, industry service organisations and the Australian Government to work together to build and maintain a professional, strong and ethical Indigenous visual arts industry, including encouraging strong participation and employment for Aboriginal and Torres Strait Islander people.

The IVAIS program is part of the Australian Government's Arts and Cultural Development Program that supports participation in, and access to, Australia's arts and culture through developing and supporting cultural expression and contributes to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts' (the department) Outcome 6.1 Arts and Cultural Development. Further information is available in the department's 2023-27 Corporate Plan at: [2023–27 Corporate Plan](#).

The department administers the program according to the *Commonwealth Grants Rules and Guidelines* (CGRGs). Further information is available at: [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#).

2.1 The IVAIS grant opportunity

Grant funding under the IVAIS program is available through the following grant opportunity categories:

- [IVAIS Open Competitive Grant Opportunity](#)

An annual grant opportunity open to all eligible organisations seeking funding to deliver activities that meet IVAIS program outcomes.

- [IVAIS Closed Non-competitive Grant Opportunity](#)

A Closed Non-Competitive grant opportunity is available for organisations currently funded under the IVAIS program through multi-year grant agreements. There is no maximum amount for each grant. Funding levels vary depending on the scale and type of activities.

*These guidelines relate to the **IVAIS Open Competitive Grant Opportunity**. Please see separate guidelines for the **IVAIS Closed Non-competitive Grant Opportunity**. Please contact the IVAIS team at: ivais@arts.gov.au if requiring further information about the respective grant opportunities.*

3. Grant amount and grant period

3.1 Grants available

IVAIS Open Competitive Grant Opportunity

A total of \$3.9 million per annum is available through the IVAIS program Open Competitive Grant Opportunity in 2023-24 and 2024-25¹. The funding available is confirmed every subsequent year.

Grant amounts for new activities would generally range from \$5,000 to \$80,000 per annum depending on the scale and type of activity.

3.2 Grant period

Grant periods range from one to two years.

¹ Subject to parameter adjustments.

4. Eligibility criteria

4.1 Who is eligible to apply for a grant?

Your organisation can only be considered for a grant if it satisfies all the eligibility criteria. To be eligible for an IVAIS grant, your organisation must:

- be one of the following entity types:
 - an Aboriginal and/or Torres Strait Islander Corporation registered under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006*²
 - an entity established through specific Commonwealth or State or Territory legislation
 - a company incorporated in Australia
 - a company limited by guarantee
 - an incorporated association
 - a publicly funded research organisation
 - state, territory or local government body

and

- have an Australian Business Number (ABN)
- be registered for the Goods and Services Tax, if required by the Australian Taxation Office
- have no overdue acquittals or serious breaches relating to Australian Government funding. A serious breach is one that has resulted in, or warrants, the termination of a grant agreement.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- an individual or sole trader
- an unincorporated association
- an overseas resident/organisation
- an organisation that is at risk of insolvency
- an organisation not included in **section 4.1**
- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme. Further information is available at: www.nationalredress.gov.au.

5. What the grant money can be used for

5.1 Eligible grant activities

It is expected that activities will meet one or more of the following objectives:

- provides professional support to Aboriginal and Torres Strait Islander artists in the production, promotion and marketing of their art
- provides opportunities for Aboriginal and Torres Strait Islander artists to develop, extend, market and generate income from their professional visual art practice
- provides employment and economic opportunities in the visual arts industry for Aboriginal and Torres Strait Islander people, particularly in remote communities

² Grantees may seek more information about free business support and training available to Corporations registered under *Corporations (Aboriginal and Torres Strait Islander) Act 2006* by contacting the Office for the Registrar of Indigenous Corporations, or visit: www.oric.gov.au

- provides opportunities for art centre staff, artists and board members to develop professional skills and gain experience
- contributes to strengthening the Indigenous visual art industry, including the delivery of professional services and support by industry service organisations
- supports the upgrade or refurbishment of art centre facilities
- increases access for Aboriginal and Torres Strait Islander artists to national and international markets
- increases digital literacy and/or infrastructure*.

* Please note, in relation to applications for upgrades or refurbishments of art centre facilities, the IVAIS program is not able to fund large capital infrastructure activities, such as the construction of an art centre building or staff housing. That being the case, the IVAIS program can consider funding a contribution towards capital works in partnership with, for example, other government entities and/or philanthropists.

5.2 Eligible locations

Grant activities are generally expected to be based in Australia. Activities that provide access for Aboriginal and Torres Strait Islander artists to national and international markets may be eligible.

5.3 Eligible expenditure

If successful for funding, you can only spend the grant on eligible expenditure you have incurred on the grant activities, as per the project budget you will be required to provide to us. Expenditure on your grant activities must occur between the start date and end date of your grant agreement for it to be eligible.

The Government's National Cultural Policy - *Revive* recognises that fair pay and conditions for arts and cultural workers are essential. It acknowledges the centrality of artists and arts workers to the success of the industry.

Artists and professionals employed or engaged to deliver activities funded under the IVAIS program must be fairly remunerated for their work and able to work in safe professional workplaces. You must comply with legally-binding industrial awards and employment agreements, and related costs must be reflected in your budget. Minimum standards developed by Creative Workplaces must be adhered to. Further information is available at: creative.gov.au - Creative Workplaces.

5.4 What the grant money cannot be used for

You cannot use the grant for activities that:

- are primarily focussed on community development or cultural maintenance
- have already occurred
- are the primary responsibility of other Commonwealth or State or Territory government programs.³

6. The assessment criteria

6.1 Criteria

You will need to address the following assessment criteria in your application. Your application will be assessed based on the weighting given to each criterion. The amount of detail and supporting evidence provided in the application should be relative to the project size, complexity and grant amount requested. The application form includes word limits.

³ refer to www.business.gov.au for information about other government grants.

Criteria	Weighting
1. The degree to which the activity will contribute to achieving Program outcomes – see Section 2	40%
2. The degree to which the activity aligns with the strategies and actions outlined in the Indigenous Art Centre Framework - see Section 2	30%
3. The demonstrated expertise and capacity of the organisation to undertake the grant activity	20%
4. The demonstrated need for the grant	10%

Criterion 1

The degree to which the activity will contribute to achieving IVAIS outcomes (Weighting: 40%)

As this is a national grant opportunity, consideration will also be given to the overall balance of activities funded across remote regions.

You should demonstrate this through identifying:

- the number of Aboriginal and Torres Strait Islander:
 - artists expected to participate in or benefit from the activity
 - employees working in the organisation
- the number of events and exhibitions
- the value and/or number of art sales
- the activity does not duplicate other visual art services in the community or region
- opportunity for market expansion, innovation and/or improving capacity and sustainability.

Criterion 2

The degree to which the activity aligns with the strategies and actions outlined in the Indigenous Art Centre Framework (Weighting: 30%)

You should demonstrate this through identifying:

- provision of professional opportunities for artists
- provision of professional training and development for artists, board directors and staff
- community support for the activity.

Criterion 3

The demonstrated expertise and capacity of the organisation to undertake the grant activity (Weighting: 20%)

You should demonstrate this through identifying:

- a demonstrated history of managing government or other grant funding, including no serious breaches
- demonstrated financial stability
- evidence of suitably qualified personnel delivering the activity.

Criterion 4

The demonstrated need for the grant (Weighting: 10%)

You should demonstrate this through identifying:

- a balanced and realistic budget showing requested grant amount and projected expenses
- the scale and level of other funding and/or in-kind support proposed to support the activity.

6.2 Value with money

In order to ensure that the grant opportunity achieves value with money, activities must:

- be commensurate with the scale and scope of the funding provided
- represent efficient, equitable, effective, economical and ethical use of public resources
- not duplicate activities that are, or could be, provided by other funded organisations
- provide overall public benefit.

7. How to apply

To apply you must:

- complete the online IVAIS application form on SmartyGrants at arts.smartygrants.com.au
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application via SmartyGrants by the published closing date and time.

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code 1995](#) and will be investigated and may result in your application being excluded from further consideration.

If your organisation plans to submit an application or if you need further guidance about the application process, contact the IVAIS team at ivais@arts.gov.au or by calling 1800 006 992.

You should keep a copy of your application and any supporting documents.

Application receipt will be acknowledged via a SmartyGrants confirmation email along with an application reference number.

7.1 Attachments to the application

To strengthen your application, you are encouraged to provide additional supporting information including evidence of community or industry support and/or evidence of other financial support.

7.2 Timing of grant opportunity process

You must submit an application between the published opening and closing dates. The opening and closing dates are advertised on GrantConnect at www.grants.gov.au and the department's website at www.arts.gov.au.

The Australian Government will only accept a late application where an applicant has contacted the department to request late submission, and we have agreed to this in writing. Agreement can be made on the basis that the organisation is experiencing internet connectivity issues, community sorry business, extreme weather events, or other temporary extenuating administrative or governance issues. If you find an error in your application after submitting it, you should contact the IVAIS team immediately by emailing ivais@arts.gov.au or by calling 1800 006 992.

7.3 Questions during the application process

If you have any questions, please contact the IVAIS team at ivais@arts.gov.au or by calling 1800 006 992. We aim to respond to emails within three working days.

8. The grant selection process

8.1 Assessment of grant applications

We will review your application against the IVAIS program's eligibility criteria. Only eligible applications will move to the next stage of the assessment process.

If eligible, we will then assess your application against the IVAIS program's assessment criteria and against other applications. All eligible applications will receive a preliminary score out of 100.

We consider your application on its merits, based on:

- how well it meets the criteria (see **section 6.1**)
- how it compares to other applications submitted in the grant opportunity round, and
- whether it provides value with money (see **section 6.2**)

If the selection process identifies unintentional errors in your application, you may be contacted to correct or explain the information.

A moderation process, to determine the final recommendation, will then be undertaken to ensure consistency in the evaluation of all eligible applications and to seek consensus on the final criteria score out of 100. The moderation process will include considering whether any risks involved in your activity are able to be suitably mitigated. Applications are then ranked in order of their overall score and recommendations made with consideration to available funding.

To support activities that provide social and economic opportunities for Aboriginal and Torres Strait Islander people, where a number of applications are found suitable for funding for the same activity, and/or have equal ranking, preference will be given to Indigenous organisations, followed by organisations with a demonstrated commitment to increasing Indigenous employment, supplier use and/or engagement.

8.2 Who will assess applications

Anyone involved in the assessment process, including external bodies, will be required to perform their duties in accordance with the CGRGs and declare any conflict of interest (as per **section 13.2** of these rules and guidelines).

Applications will be assessed by departmental officers based on their merits and as per **section 6.1**.

Details of the assessment for each activity are then reviewed by the IVAIS moderation panel comprised of IVAIS program executive level and Australian Public Service (APS) staff.

The IVAIS moderation panel will consider the applications, seeking clarification from the assessor where needed, and make recommendations to the decision maker giving consideration to the amount of funding available.

8.3 Who will approve grants

The Minister for the Arts approves grants under the program on the recommendations of the moderation panel. The Minister's decision, guided by recommendations, is final in all matters, including:

- the approval of the grant
- the amount of grant funding to be awarded.

There is no appeal mechanism for the decision to approve or not approve a grant application.

9. Notification of application outcomes

We will advise you of the Minister for the Arts' decision in writing. If successful, you will also be advised about any specific terms and conditions attached to the grant.

9.1 Feedback on your application

If you are unsuccessful, you may request feedback within two weeks of being advised of the outcome, by emailing ivais@arts.gov.au.

9.2 Further grant opportunities

You can submit a new application for the same activity (or a similar activity) in any future grant opportunities under the IVAIS program. You should include new or more information to address any weaknesses that may have impacted your previous application from being successful.

10. Successful grant applications

10.1 The grant agreement

Successful applicants will be required to enter into a legally binding grant agreement with the Commonwealth represented by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts, using the Commonwealth Simple Grant Agreement available at: [Tools and templates | Department of Finance](#).

You are advised to review this Grant Agreement template prior to making an application to be aware of the terms and conditions your activity will be subject to if you are successful in receiving a grant under the program.

Standard terms and conditions for the grant agreement will apply and cannot be changed. A schedule may be used to outline the specific grant requirements. Any additional conditions attached to the grant will be identified in the grant offer or during the grant agreement negotiations.

Agreements are aimed to be negotiated with you within 30 days of the grant's announcement. If there are unreasonable delays by you in finalising a grant agreement, the grant offer may be withdrawn and the grant may be awarded to a different applicant.

You must not make any financial commitments related to the grant activity until a grant agreement has been executed by the Commonwealth.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

10.2 Specific legislation, policies and industry standards

You must provide a safe and fair workplace for people engaged with your project. This includes adhering to workplace health and safety standards and legally-binding industrial awards and employment agreements. Relevant guidance developed by Creative Workplaces (within Creative Australia) must be followed. Further information is available at: creative.gov.au - Creative Workplaces.

The Indigenous Art Code

The Indigenous Art Code (the Code) is a voluntary industry-led code of conduct that guides ethical trade in the industry. If you receive an IVAIS grant you are expected to abide by the Code's ethos, and are strongly encouraged to become a signatory to or a member of the Code. Further information is available at: www.indigenouartcode.org.

The Code of Practice for Visual Arts, Craft and Design

The Australian Government has endorsed the voluntary Code of Practice for Visual Arts, Craft and Design (the Code of Practice) as an action through in the release of the National Cultural Policy – *Revive*. The National Association for the Visual Arts (NAVA) developed and maintains the Code of Practice.

The Code of Practice covers good practice approaches to working relationships, ethical standards of access and inclusion, and payment rates for artists and arts workers. You are expected to abide by the Code of Practice where applicable.

The Code of Practice is available at [Code of Practice for Visual Arts, Craft and Design](#) and *Revive* is available at [National Cultural Policy—Revive: a place for every story, a story for every place](#).

Indigenous Cultural and Intellectual Property (ICIP)

ICIP refers to all aspects of Indigenous peoples' cultural heritage, including the tangible and intangible. The right of Indigenous people to own and control their cultural heritage is not always protected under copyright laws, therefore the use of Indigenous protocols is encouraged.

The Government respects the cultural and spiritual significance of First Nations Peoples' ICIP, and acknowledges that any ICIP belongs to the Traditional Custodians of the ICIP and ownership of the ICIP will remain with the Traditional Custodians.

You must agree to respect the cultural and spiritual significance of First Nations Peoples' ICIP. This includes: obtaining free, prior, informed and written consent; providing fair compensation payment; and providing acknowledgement of the Traditional Custodians of any ICIP which has been used or incorporated into any project materials.

Further information regarding Protocols for using First Nations Cultural and Intellectual Property in the Arts is available from Creative Australia at: [Protocols for using First Nations Cultural and Intellectual Property in the Arts](#).

National Principles for Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the [National Principles for Child Safe Organisations](#). The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the [Commonwealth Child Safe Framework \(CCSF\)](#).

The Australian Government is considering appropriate ways to apply the requirements of the CCSF to grant recipients. A child safety clause is likely to be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children; or
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity.

A child safety clause may also be included in the grant agreement if the Commonwealth considers the grant activity involves children more broadly.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement published with this grant opportunity or notified to the successful applicant prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement you must always comply with your Commonwealth, State and Territory legislative requirements for working with children and mandatory reporting.

Research Ethics

If your activity or project involves research, you are expected to adhere to the *National Statement on Ethical Conduct in Human Research 2023*, which sets the requirements for the ethical design, review and conduct of human research in Australia. Further information is available at: [National Health and Medical Research Council - National Statement on Ethical Conduct in Human Research 2023](#).

10.3 How the grant is paid

The grant agreement will state the maximum grant amount to be paid. We will make payments according to an agreed schedule set out in the grant agreement. Payment, either partial or in full, will be made on execution of the agreement, with any subsequent payments subject to satisfactory progress on the grant activity or project. Unless otherwise agreed by us, we must receive and accept documents including, but not limited to, periodic reports, before subsequent milestone payments will be made. Payments will not be made where the grantee has a breach.

10.4 Grants payments and GST

Payments will be made as set out in the grant agreement. Payments will be Goods and Services Tax (GST) inclusive, where applicable. Payments to State, Territory and local government bodies do not attract GST.

Additional information regarding GST can be found on the Australian Taxation Office website at: www.ato.gov.au.

11. Announcement of grants

If successful, your grant will be listed on the Australian Government's GrantConnect website at www.grants.gov.au, 21 calendar days after the grant agreement date of effect as required by **section 5.3** of the *Commonwealth Grants Rules and Guidelines* (CGRGs). Further information is available at: [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#).

All successful grants will also be published on the Office for the Arts' website at: arts.gov.au.

Your grant may be announced by the Minister for the Arts and/or by your local Member of the Australian Parliament.

12. How we monitor your grant activity

12.1 Keeping us informed

You should let us know if anything is likely to affect your grant activity or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to deliver on and complete your grant activity, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately. You must also advise us in advance of an inability to meet timeframes for your grant activity or reporting, as agreed in your grant agreement.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

12.2 Reporting

You must submit reports in line with the grant agreement. You are required to submit your reports through SmartyGrants.

Progress reports

Progress reports must:

- include evidence of your progress towards completion of agreed activities and outcomes
- show the total eligible expenditure incurred to date
- be submitted by the report due date.

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any reporting delays with us as soon as you become aware of them.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity.

12.3 Audited financial acquittal report

Depending on the value of the grant, and/or the risk level and complexity of your activity, under the terms and conditions of your grant agreement, we may request you to provide:

- a declaration that the grant money was spent in accordance with the grant agreement, and if applicable, a report on any underspends of the grant money, or
- a financial acquittal report that verifies that you spent the grant in accordance with the grant agreement, or
- an independently audited financial acquittal report.

12.4 Grant agreement variations

We recognise that unexpected events may affect progress. In these circumstances, you can request a variation to your agreement, including:

- adjusting activity milestones
- extending the timeframe, for a reasonable period of time, to allow completion of the activity
- changing allocations across budget items.

You can request a variation by advising ivais@arts.gov.au before the grant agreement end date.

You should not assume that a variation request will be successful. We will consider the request based on factors such as:

- how it affects the activity outcome
- whether it is consistent with IVAIS outcomes, and any relevant Australian Government policies
- changes to the timing of grant payments
- availability of the IVAIS budget.

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We will evaluate the grant to measure how well the outcomes have been achieved. IVAIS grant agreements require you to provide information to assist us with this evaluation including, but not limited to:

- number of Aboriginal and Torres Strait Islander:
 - artists provided with professional visual art services
 - people employed
- value of art sales
- demonstrated participation in exhibitions and other industry events
- demonstrated provision of professional development and training opportunities for artists, staff, arts workers and board directors
- demonstrated financial viability and administrative stability.

12.8 Acknowledgement

The IVAIS logo is available from arts.gov.au and must be used on all published materials related to funded activities under the grant opportunity. Whenever the logo is used, the IVAIS grant must be acknowledged as follows:

[Name of organisation or event] receives funding through the Australian Government's Indigenous Visual Arts Industry Support Program.

The IVAIS grant opportunity must also be acknowledged in speeches at any public events, such as exhibition openings and symposiums, as follows:

[Name of organisation or event] receives funding through the Australian Government's Indigenous Visual Arts Industry Support Program.

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

These guidelines may be changed from time-to-time by the Australian Government. When this happens, the revised guidelines will be published on GrantConnect at www.grants.gov.au.

13.1 Enquiries and feedback

All complaints about a grant process must be provided in writing.

Any questions you have about grant decisions for this grant opportunity should be sent to ivais@arts.gov.au.

If you do not agree with the way the Department of Infrastructure, Transport, Regional Development, Communications and the Arts has handled your complaint, you may complain to the Commonwealth Ombudsman. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072
Email: ombudsman@ombudsman.gov.au
Website: www.ombudsman.gov.au

13.2 Conflict of interest

Any conflicts of interest could affect the performance of the grant. There may be a conflict of interest, or perceived conflict of interest, if department staff and/or you, or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
- has a relationship with, or in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant opportunity.

You must declare any perceived or existing conflicts of interests to us, and we will handle them as set out in Australian Government policies and procedures. If you later identify that there is an actual, apparent, or potential conflict of interest, or that one might arise in relation to a grant, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the [Public Service Act 1999](#), and [Public Service Code of Conduct \(Section 13\(7\)\)](#).

13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and disclose information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the [Privacy Act 1988](#) and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the department would breach an Australian Privacy Principle as defined in the Act.

13.4 Confidential Information

Other than information available in the public domain, you agree not to disclose to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the three conditions below:

1. you clearly identify the information as confidential and explain why we should treat it as confidential
2. the information is commercially sensitive
3. revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- other Commonwealth employees and contractors to help us manage the program effectively;
- employees and contractors of our department so we can research, assess, monitor and analyse our programs and activities;
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery;
- other Commonwealth, State, Territory or local government agencies in program reports and consultations;
- the Auditor-General, Ombudsman or Privacy Commissioner;

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- the responsible Minister or Parliamentary Secretary; and
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.5 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the *Freedom of Information Act 1982* (FOI Act)⁴.

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

Freedom of Information requests must be referred to the FOI Coordinator in writing.

The Freedom of Information Coordinator can be contacted by:

Mail: Freedom of Information Coordinator
Department of Infrastructure, Transport, Regional Development,
Communications and the Arts
GPO Box 2154
CANBERRA ACT 2601

Email: FOI@infrastructure.gov.au

14. Consultation

Indigenous Australians, as the principle beneficiaries of IVAIS funding, have been consulted in the grant opportunity design process.

⁴ Refer to: www.legislation.gov.au/Series/C2004A02562

15. Glossary

Term	Definition
Aboriginal or Torres Strait Islander person (or Indigenous person)	Someone who: <ol style="list-style-type: none"> is of Aboriginal or Torres Strait Islander descent identifies as an Aboriginal or Torres Strait Islander person; and is accepted as an Aboriginal or Torres Strait Islander person by the community in which they live.
Assessment criteria	The specified principles or standards against which applications will be judged. These criteria are used to assess the merits of proposals and, in the case of a competitive granting activity, to determine applicant rankings. (as defined in the CGRGs)
Commonwealth Grants Rules and Guidelines (CGRGs)	Commonwealth Grants Rules and Guidelines establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration. Further information is available at: Commonwealth Grants Rules and Guidelines (CGRGs)
Date of effect	Depending on the particular grant, this can be the date in which a grant agreement is signed or a specified starting date (as defined in the CGRGs)
Eligibility criteria	The principles, standards or rules that a grant applicant must meet to qualify for consideration of a grant. Eligibility criteria may apply in addition to assessment criteria.
First Nations	A person, organisation or community who identity as Aboriginal or Torres Strait Islander (see above).
Grant	For the purposes of the CGRGs, a grant is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ul style="list-style-type: none"> under which relevant money or other Consolidated Revenue Fund money, is paid to a recipient other than the Commonwealth; and which is intended to assist the recipient achieve its goals; and which is intended to help address one or more of the Australian Government's policy objectives; and under which the recipient may be required to act in accordance with specified terms or conditions. (CGRGs section 2.3)
Grant activity or activity	Is the activity/tasks/services that the Grantee is required to undertake with the grant funds. It is described in the Grant Agreement.

Grant agreement	Grant agreement means the contract template used by Australian Government entities to set out the mutual obligations relating to the provision of the grant.
GrantConnect	GrantConnect is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grant opportunity	A notice published on GrantConnect advertising the availability of Commonwealth grants. Previously known as a grant program or a program.
Grant program	The Australian Government's Arts and Cultural Development Program which contributes to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts Outcome 6 in the Portfolio Budget Statements.
Grantee	An individual/organisation that has been awarded a grant.
Indigenous business	Any business that is more than 50 per cent owned by Aboriginal or Torres Strait Islander people.
Indigenous organisation	<p>An organisation is Indigenous if it satisfies the Indigeneity requirement under Section 29-5 of the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (CATSI Act):</p> <ul style="list-style-type: none"> ▪ If the corporation has five (5) or more members – at least 51 per cent of the members are Indigenous Australians. ▪ If the corporation has fewer than five (5) members but more than one (1) member – all of the members, or all but one of the members are Indigenous Australians. ▪ If the corporation has only one (1) member – that member is an Indigenous Australian. <p>While not all organisations will be incorporated under the CATSI Act, the above membership ratios need to be met for an organisation to be deemed to be an Indigenous organisation.</p>
Member (of an Aboriginal and Torres Strait Islander corporation)	<p>A member of an Aboriginal and Torres Strait Islander corporation is someone who:</p> <ul style="list-style-type: none"> ▪ is a member of the corporation on its registration database; or ▪ after registration, agrees to become a member and their name is entered on the register of members. They are not a member until this is completed.
Portfolio Budget Statement (PBS) Program	Described within the entity's Portfolio Budget Statement (PBS), PBS programs each link to a single outcome and provide transparency for funding decisions. These high-level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs. A PBS Program may have more than one Grant Program associated with it, and each of these may have one or more grant opportunities.

Selection criteria	Comprise eligibility criteria and assessment criteria.
Selection process	The method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
Value with money	<p>Value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> • the quality of the project proposal and activities; • fitness for purpose of the proposal in contributing to government objectives; • that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and • the potential grantee's relevant experience and performance history.